



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**"Jefferson County: Responsible government  
advancing quality of life"**

**\*REVISED 09-04-2018**

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** August 29, 2018

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of September 3, 2018

<b>Monday September 3, 2018</b>	Labor Day – Offices Closed		
<b>Tuesday September 4, 2018</b>	Parks Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Aging and Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
<b>Wednesday September 5, 2018</b>	Courthouse Security & Facilities	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Building and Grounds Committee	9:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
<b>Thursday September 6, 2018</b>	<b>*Fair Park Committee</b>	<b>8:30 a.m.</b>	<b>Fair Park Activity Center 503 N. Jackson Ave, Jefferson</b>
<b>Friday September 7, 2018</b>	Solid Waste/Air Quality Committee	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Joint meeting of the Executive Committee, Finance Committee and Human Resources Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Finance Committee	Immediately following the joint meeting	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	<b>*WI River Rail Transit Commission (WRRTC) (Agenda Added)</b>	<b>10:00 a.m.</b>	<b>Dane County Highway Garage 2302 Fish Hatchery Rd, Madison</b>
<b>Saturday September 8, 2018</b>	No Scheduled County Meetings		
<b>Sunday September 9, 2018</b>	No Scheduled County Meetings		

Parks Committee Agenda  
Jefferson County  
Jefferson County Courthouse  
311 S. Center Avenue, Room 202  
Jefferson, WI 53549

Date: Tuesday, September 4, 2018

Time: 8:30 a.m.

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee Minutes for August 6, 2018
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Repairing the Glacial River Trail South of Fort Atkinson
9. Discussion and Possible action on Historic Sites Preservation Councils Recommendation to Place an Above Ground Vault on the Potters Field Cemetery for Indigent Remains
10. Discussion and Possible Action on Interurban Trail Project
11. Discussion on Barktober Fest 2018
12. Discussion on Dog Dayz of Summer
13. Discussion on 2018 Brew with a View Events
14. Discussion on Glacial Heritage Area Meeting
15. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
16. Discussion on 2018/2019 Parks Department Budget
17. Discussion and Possible Action on Jefferson County Flood Mitigation Management Plan
18. Adjourn

**ADRC Advisory Committee Agenda**  
**Jefferson County Human Services Department**  
 1541 Annex Road, Jefferson, WI 53549  
 Health/Human Services Conference Room

# COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Jefferson County Courthouse

**Room #202**

311 S. Center Avenue

Jefferson, WI 53549

**Wednesday, September 5, 2018 at 8:30 a.m.**

## *Committee Members by SCR 68.05*

*Robert F. Dehring  
Circuit Court Judge*

*James Schroeder  
County Board Chair*

*Benjamin Wehmeier  
County Administrator*

*Carla Robinson  
Clerk of Circuit Court*

*Jennifer Weber  
Family Court Commissioner*

*Paul Milbrath  
Sheriff*

*Susan Happ  
District Attorney*

*Jeffrey DeLaRosa  
Public Defender*

*David Zarwell  
Rep. of local bar association*

*Laurie Anderson  
V/W Coordinator*

*Donna Haugom  
Emergency Mgmt Director*

*Vacant  
Central Services Manager*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from June 6, 2018 meeting.
5. Communications.
6. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
7. Courthouse Security Plan Update:
  - a) Courthouse Security Training (Capt. Wallace & Sgt. Behm).
  - b) Judges' parking area.
8. Convene in closed session pursuant to section 19.85 (1)(d) Wis. Stats. for discussion and possible action on considering strategy for crime detection or prevention related to circuit court judge security and safety.
9. Reconvene in open session
10. Tentative future meeting dates:

December 5, 2018	8:30 a.m.
March 6, 2019	8:30 a.m.
June 5, 2019	8:30 a.m.
11. Future agenda items.
12. Adjourn.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# **Building and Grounds Committee**

## **AGENDA**

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson WI 53549

Wednesday, September 5, 2018  
9:00 a.m.

### **Committee Members**

Greg David, Roger Lindl, Gregg Patrick, Laura Payne, Mary Roberts

1. Call to order
2. Roll call
3. Certification of compliance with Open Meetings Law
4. Review of the Agenda
5. Public Comment  
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Communications
7. Approval of the August 1, 2018 Building and Grounds Committee meeting minutes
8. Open bids for courthouse roofing project
9. Discussion and possible action on bids for courthouse roof replacement project
10. Discussion and possible action on bids for Human Services Lueder Haus retaining wall reconstruction
11. Discussion and possible action on replacement of courthouse heating
12. Discussion and possible action on Strategic Planning action steps related to Building and Grounds
13. Financial Reports (July)
  - a. Central Services
  - b. Management Information Systems (MIS)
14. Discuss future meeting schedule. Set next meeting date – October 3, 2018
15. Discuss potential agenda items for the Committee's next meeting
16. Tour of courthouse
17. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

## Fair Park Committee Agenda

### Jefferson County

Jefferson County Fair Park

Activity Center

503 N. Jackson Avenue

Jefferson, WI 53549

**\*REVISED 09-04-2018**

Date: Thursday, September 6, 2018

Time: 8:30 am

Committee members:	Poulson, Blane (Chair)	Hartz, Peter
	Lindl, Roger	Nelan, Conor
	White, Brandon (Secretary)	Hall-Kind, Debra
		Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of July 5, 2018
6. Communication
7. Public Comment  
(Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Election of Committee Vice Chair
9. Review of Community Feedback & Suggestions on Fair Operations
10. Discussion and possible action on Marketing Partnerships and Sponsorships
11. **\*Discussion and possible action on 2019 fee schedule**
12. **\*Discussion and possible action on Sealcoating**
13. **\*Discussion and possible action on replacing asphalt**
14. Review of Financial Report
15. Review of Supervisor's Report
16. Review of Office Report
17. Discussion and possible action on future meeting schedule and agenda items
18. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at  
8:30 a.m. on the 1<sup>st</sup> Thursday of the month:

October 4, 2018

November 1, 2018

December 6, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.



## Jefferson County Solid Waste/Air Quality Committee

Jefferson County Courthouse  
311 S. Center Avenue, Room 203  
Jefferson, WI 53549

September 7, 2018 - 8:00 a.m.

**Members:** Don Reese-Chair, Greg David-Vice Chair, Roger Lindl, Peter A. Hartz, and Dick Schultz

**Staff:** Sharon Ehrhardt, Matt Zangl, Sarah Higgins and Lindsey Schriener

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance With the Open Meetings Law
4. Election of Solid Waste/Air Quality Committee Secretary
5. Approval of the Agenda
6. Public Comment *(Not to exceed 15 minutes – Members of the public who wish to address the Committee on specific agenda items must register their request at this time)*
7. Communication
8. Approval of Minutes – June 8, 2018
9. Discussion and Possible Action – Air Quality Jefferson County
10. Discussion and Possible Action-Deer Track Park Landfill with Don Smith
  - a. Landfill Updates
11. Discussion and Possible Action-Updates from Ixonia and Watertown Recycling
  - a. Randy Frank Update
  - b. Vic Karaliunas Update
12. Discussion and Possible Action-Clean Sweeps for 2018
  - a. Update from Allan Kountz – Veolia Account Manager
  - b. Donation Letter Updates
  - c. Invited Local Legislators to September Clean Sweep
  - d. September 21 & 22, 2018 Clean Sweep – Update & Schedule
  - e. October 5, 2018 Clean Sweep – Update & Schedule
  - f. Placed ads in Jefferson County Daily Union & Watertown Daily Times – for Clean Sweeps
13. Discussion and Possible Action – Recycling Event, June 20, 2018
  - a. Mariana Rosado – Refrigerant Depot, LLC
  - b. Jason Matrise – Legacy Recycling
  - c. Possible Recycling Event Date – June 29, 2019
14. Discussion and Possible Action - Drug Collection Updates
  - a. Update – Jefferson County Law Enforcement – June 20, 2018
  - b. Update – October 27 Drug Take Back Day – October 29 Drug Disposal Day
15. Discussion and Possible Action – AROW (Associated Recyclers of Wisconsin), SWANA (Wisconsin Badger Chapter-Solid Waste Association of North America) and WCSWMA (WI Counties Solid Waste Management Association) Conference Updates – Ehrhardt
  - a. [www.becomingstewards.org](http://www.becomingstewards.org) – Public TV project for AROW, SWANA and WCSWMA
  - b. Possible donation to the public TV project
  - c. AROW – Recycle Right Wisconsin
  - d. 2019 WIRMC – Holiday Inn – Stevens Point – February 27 – March 1, 2019
16. Discussion and Possible Action – Updates for AROW Product Stewardship Conference Call and WI Council on Recycling Meeting

- a. National Sword – China “Implementation Plan for Prohibiting the Entry of Foreign Garbage and Advancing the Reform of the Solid Waste Management Measures”
- 17. Discussion and Possible Action – Jefferson County Fair – July 11-15
  - a. Fair Booth - Update
- 18. Discussion and Possible Action – Carton Recycling News Release and Update.
- 19. Discussion and Possible Action – Water Fountains to Fill Water Bottles and Picnic Tables
- 20. Upcoming Meeting Dates and Possible Agenda Items.
- 21. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



**Agenda**  
**Executive Committee, Finance Committee and Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 202**  
**Jefferson, WI 53549**

**Friday, September 7, 2018 @ 8:30 a.m.**

**Executive Committee Members:**

Amy Rinard, Chair; James Braughler, Vice Chair; Steven Nass, Secretary; James Mode; James Schroeder

**Finance Committee Members:**

Richard Jones, Chair; George Jaeckel, Vice Chair; Russell Kutz, Secretary; Conor Nelan; Amy Rinard

**Human Resources Committee Members:**

James Braughler, Chair; Michael Wineke, Vice Chair; Gregory Patrick, Secretary; Kirk Lund; Laura Payne

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Employee Classification and Compensation:
  - a. Update and discussion regarding the 2018 Employee Classification and Compensation Study Report
  - b. Discussion regarding the anticipated 2019 market and cost-of-living adjustment for non-represented employees
  - c. Possible action to accept the 2018 Employee Classification and Compensation Study Report (*Finance and Human Resources Committee*)
8. Employee Health Insurance:
  - a. Discussion regarding employer-sponsored health insurance options
  - b. Discussion regarding the current Wisconsin Public Employer's Group Health Insurance Program benefits and premium rates for 2019
  - c. Discussion and possible action to recommend a resolution to County Board to Withdraw from the Wisconsin Public Employer's Group Health Insurance Program (*Finance and Human Resources Committees*)
  - d. Discussion and possible action to authorize an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits (*Executive Committee*)
  - e. Discussion and possible action to recommend Dean Health Plan as the Employee Health Insurance provider for the Dodge-Jefferson Consortium (*Finance and Human Resources Committees*)
  - f. Discussion and possible action to recommend offering employees the option of a \$500/\$1000 Low Deductible Health Plan, a \$1500/\$3000 High Deductible Health Plan (HDHP) with a Health Savings Account (H.S.A.) and a Preferred Provider Organization (P.P.O) Health Plan (*Human Resources Committee*)
9. Convene into closed session pursuant to Wisconsin State Statute Section 19.85 (1)(e), for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on entering into negotiations to amend the existing contract with the Jefferson County Law Enforcement Officers Association regarding employer-sponsored health insurance options
10. Reconvene into open session for consideration and possible action regarding amendment to the existing contract with the Jefferson County Law Enforcement Officers Association regarding employer-sponsored health insurance options (*Human Resources Committee*)
11. Approval of July 24, 2018, Human Resources Committee Minutes (*Human Resources Committee*)

12. Review of July, 2018 Monthly Financial Reports for Human Resources and Safety
13. Report from Human Resources Director:
  - a. July and August, 2018, monthly accomplishments and goals
  - b. Vacant position requests
  - c. Emergency Help requests
  - d. Leave of Absence requests
  - e. Additional Steps and/or Benefits and/or Interim Appointments provided to employees
14. Set next meeting date and agenda items
15. Adjournment

**Next Executive Committee Meeting scheduled meeting: Wednesday, September 26, 2018 at 8:30 a.m.**

**Next Finance Committee Meeting scheduled meeting: Friday, September 7, 2018, following joint meeting**

**Next Human Resources Committee Meeting scheduled meeting: Tuesday, September 18, 2018 at 8:30 a.m.**

A quorum of any other Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Finance Committee Agenda**  
**Jefferson County**  
Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Date: Friday, September 7, 2018

Time: Directly following Joint Executive/Finance/Human Resource meeting

Committee members: Jones, Richard (Chair)  
Rinard, Amy  
Nelan, Conor

Kutz, Russell (Secretary)  
Jaeckel, George (Vice Chair)

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for August 7, 2018
6. Communications
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on departmental charges
9. Discussion and possible action on claims against the County
10. Discussion and possible action on opting into a class action lawsuit, Kane County, Utah v United States under the Payment in Lieu of Taxes Act
11. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties
12. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties
13. Reconvene in open session
14. Review of the financial statements and department update for June 2018-Finance Department
15. Review of the financial statements and department update for June 2018-Treasurer's Office
16. Review of the financial statements and department update for June 2018-Child Support Department
17. Discussion on 2018 projections of budget vs. actual revenues and expenditures
18. Update on contingency fund balance
19. Discussion of funding for projects related to the new highway facilities and sale of old highway facilities
20. Set future meeting schedule, next meeting date, and possible agenda items
21. Review of invoices
22. Adjourn

Next scheduled meetings: Friday, September 7, 2018 Joint Finance/Human Resource Committee Meeting  
Friday, September 7, 2018 Regular Meeting  
Monday, September 17, 2018 Budget Hearings  
Wednesday, September 19, 2018 Budget Hearings  
Friday, September 21, 2018 Budget Hearings  
Thursday, October 11, 2018 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 , 20 S Court Street , Platteville, Wisconsin 53818

Alan Sweeney, Chair, Commission Office Phone 608.342.1637 , Fax 608.342.1220 , Website [www.wrrtc.org](http://www.wrrtc.org)  
MEMBER COUNTIES: CRAWFORD , DANE , GRANT , GREEN , IOWA , JEFFERSON , ROCK , SAUK , WALWORTH , WAUKESHA

SUBJECT: Friday, September 7<sup>th</sup>, 2018 Meeting Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Matthew Honer, WRRTC Administrator

## Wisconsin River Rail Transit Commission

Meeting Friday, September 7<sup>th</sup>, 2018 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### *WRRTC's Schedule of Meetings:*

2018
January 5
February 16
March 9
April 6
May 4
June 8
July 6
August 10
September 7
October 5
November 9
December 7

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.  
**Thank you for your interest and assistance.**

*To learn more about WRRTC, please visit our website at [www.wrrtc.org](http://www.wrrtc.org)*

WRRTC MEETING NOTICE & AGENDA

# Wisconsin River Rail Transit Commission

Meeting - Friday, September 7<sup>th</sup>, 2018 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

*10 minutes estimated | Action Items*

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Matthew Honer
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Honer
4. Action Item. **Approval of Agenda** – Prepared by Honer
5. Action Item. **Approval of draft August 2018 Meeting Minutes**– Prepared by Honer
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Announcements by Commissioners** – No Discussion Permitted

## REPORTS & COMMISSION BUSINESS

*10 minutes estimated | Update and Action Item*

8. **WRRTC Financial Report** – Jim Matzinger /Gene Gray, Accountant
  - Treasurer's Report and Payment of Bills.

*10 minutes estimated | Update*

9. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Other Continuing Issues/ Topics
  - Update on Business Development

*10 minutes estimated | Update*

10. **WisDOT Report** – Kim Tollers, Rich Kedzior, WisDOT

*15 minutes estimated | Update*

11. **WRRTC Communications and Administrator's Report** – Honer, Admin.

*10 minutes estimated | Update*

12. **Discussion of the impacts and response to flooding on the WRRTC network** – Lucht, WSOR.

*10 minutes estimated | Update and Action*

13. **Discussion and Action on the Belden Siding Agreement** – Eileen Brownlee, Ken Lucht

*10 minutes estimated | Update and Action*

14. **Discussion and Action on Lamar Billboard Lease** – Honer, Admin.

*10 minutes estimated | Update and Action*

15. **Discussion and Action on Hostetler Private Crossing on Prairie Subdivision** – Honer, Admin.

*10 minutes estimated / Update and Action*

16. **Discussion and Action on Village of Fox Lake Utility Permit** – Honer, Admin.

17. Action Item. **Adjournment**